



Iowa Department of Human Services

Terry E. Branstad
Governor

Kim Reynolds
Lt. Governor

Charles M. Palmer
Director

Date: 7/25/14

Clinton Martin
1204 E Main St
Lamoni, IA 50140

Dear Clinton,

This letter is in regards to the 7/24/14 compliance check of your Category A, Registered Child Development Home. Iowa Code Chapter 237A and 441 Iowa Administrative Code, Chapter 110, describes specific requirements that must be met by a Registered Child Development Home. The following areas were out of compliance at the time of my visit:

*Note -- There is a significant amount of work necessary to bring this environment up to established standards for a good childcare environment. I encourage you to contact your local CCR&R representative and invite her over for a series of home visits.

☐ 110.5(1) Conditions in the home are safe, sanitary, and free of hazards. (At the time of the spot check, the home was not sanitary and suitable for good childcare. The kitchen specifically needs some deep cleaning including floors, table, and high chair. I observed significant food residue on all surfaces. There were a significant number of house flies throughout the home. You need to add Robin Morgan and her children to your household with the current review application you are about to turn in. Robin will need to be approved with the appropriate background checks completed.)

☐ 110.5(1)a Numbers for police, fire, ambulance, poison information posted by phone. (You need to post emergency and parent contact numbers somewhere near your phone.)

☐ 110.5(1)a Numbers for each child's parent, physician, and a responsible person are accessible by the phone.

☐ 110.5(1)e Electrical wiring shall be maintained. (The base plate of your dishwasher needs to be secured or replaced.)

☐ 110.5(1)e All accessible electrical outlets are safely capped. (Any exposed electrical outlets need to have plastic safety caps installed.)

☐ 110.5(1)h A safe outdoor play area is maintained in good condition throughout the year. (The outdoor play area is completely overgrown with grass and weeds over 1 foot high in most places. This area needs to be maintained and mowed much more carefully at all times.)

☐ 110.5(1)j Emergency and disaster plans for fire and tornado are written and posted by primary and secondary exits. (You need to post emergency/disaster plans next to your front and back door. This plan should include a map of your home and clearly mark fire/tornado exits/locations.)

☐ 110.5(1)j The plans shall clearly map building evacuation routes in case of fire, a safe place indoors in case of tornado, and flood shelter areas.

☐ 110.5(1)m Has not less than one 2A 10BC rated fire extinguisher in a visible and readily accessible place on each child-occupied floor. (You need to re-charge or replace the 2A 10BC fire extinguisher.)

☐ 110.5(1)q All dogs and cats have annual examinations. Records of the exams are on file and must verify that routine immunizations are current and animal is free of endo and ecto parasites. (The cat(s) need to have current vet statements on file for review. These need to be renewed every year.)

☐ 110.5(1)q All animal waste is immediately removed from the children's areas and properly disposed of. (The litter box in your back bedroom had clearly not been cleaned or addressed in several days and had high amounts of animal waste inside. This likely was one part of the house flies problem in the home. This needs to be less accessible to children and cleaned much more regularly.)

110.5(2) A provider file is maintained and contains:

☐ 110.5(2)a A physician's signed statement of health and immunization status on the provider and all members of the household who may be present when children are in the home. Statements must be obtained at the time of initial registration and updated every two years. (You need to have a current physician signed statement of health on file for review. These need to be renewed every three years.)

☐ 110.5(2)b Two hours of approved child abuse and neglect mandatory reporter training (and every 5 years thereafter.) (You need to find/obtain current certification in the two hour mandatory reporter training to be kept on file.)

☐ 110.5(2)b Certification by an approved trainer/organization in infant and child first-aid that includes mouth-to-mouth resuscitation. Certification will be maintained throughout period of registration. If they are unable to locate first aid training that includes mouth-to-mouth resuscitation, they must complete both a first aid course and CPR. (You need to find/obtain current verification of certification in CPR and First Aid to be kept on file.)

110.5(8) Children's Files

☐ 110.5(8) An individual file is maintained for each child and updated annually or when there are changes. Each file contains: (You had no files ready to be reviewed for the children you were watching. Files need to be assembled for the six children you report currently being watched. Each file needs to contain the items listed below.)

☐ 110.5(8)a Identifying information including, at a minimum, the child's name, birth date, parent's name, address, telephone number, special needs of the child and the parent's work address and telephone number.

☐ 110.5(8)b Emergency information including where the parent can be reached, the name, street address, city and telephone of the child's regular doctor, and the name number, telephone number, and relationship to the child of another adult available in case of emergency.

☐ 110.5(8)c A signed medical consent from the parent authorizing emergency treatment.

☐ 110.5(8)d For infants and preschoolers: An admission physical examination, on the first day of attendance, including past health history, status of present health, allergies and restrictive conditions, and recommendations for continued care when necessary. The date of the exam is not more than 12 months before the child's first day of attendance.

☐ 110.5(8)d For school-aged children: On the first day of attendance, a statement of health status signed by the parent or legal guardian.

☐ 110.5(8)e For infants and preschoolers: A statement of health signed by a physician submitted annually.

☐ 110.5(8)e For school aged children: An annual statement of health condition signed by the parent or legal guardian, annually from date of admission physical.

☐ 110.5(8)f A list signed by the parent which names persons authorized to pick up the child, their telephone number, and relationship to the child.

☐ 110.5(8)g A signed and dated immunization certificate provided by the state department of public health.

☐ 110.5(8)h For each school-age child, record of a physical exam completed at the time of school enrollment or since.

☐ 110.5(8)i Written permission from the parent(s) for their child to attend activities away from the child development home. It must include times of arrival and departure, destination, and person(s) responsible for the child.

110.5(9) The provider meets the following requirements:

☐ 110.5(9)c Gives consistent, dependable care. (The home environment needs to be improved through all items listed above.)

Non-compliance with any of the mandated regulatory requirements listed above may lead to the cancellation or revocation of your Child Development Home Registration. **Please take whatever steps are necessary to completely address each of the violations noted above. It is essential you correct all above-mentioned violations on or before** 9/19/14.

☒ Based on the items out of compliance listed above, you will be required to have a re-check or follow-up visit to your home. This visit will occur on or after 9/19/14.

Please call me if you have any further questions.

Sincerely,



Earl Crow
Child Development Home Compliance Checks
DHS, Story County
(515) 268-7106

C. Mark Chappelle
Social Work Supervisor
(515) 993-1705

Always Remember:

Child Care Resource and Referral is an excellent resource for providers to access training options and support in your area. You can reach Child Care Resource and Referral at 1-800-722-7619.

As you plan your future trainings to meet your 24 hours of training requirement, please remember that you need to use only DHS approved training and only 12 hours can be by self-study. You can access the approved training by going to http://www.dhs.state.ia.us/Consumers/Child_Care/Professional_Development.html and you can sign up for training at <https://ccmis.dhs.state.ia.us/trainingregistry/>

All providers need to maintain compliance with rules set out in Iowa Administrative Code, Chapter 110, which includes: 441 IAC 110.5(1): Check with the appropriate authorities to determine how the following local, state, or federal laws apply to you: • Zoning code • Building code • Fire code • Business license • State and federal income tax • Unemployment insurance • Worker's Compensation • Minimum wage and hour requirements • OSHA • Americans with Disabilities Act (ADA).